

*(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)*

**West Branch, Iowa  
Council Chambers**

**City Council Meeting**

**April 2, 2012  
7:00 p.m.**

Mayor Don Kessler opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Deputy City Clerk Dawn Brandt, Public Works Director Matt Goodale, Library Director Nick Shimmin, Fire Chief Administrator Dick Stoolman and Police Chief Mike Horihan.

Council members: Mark Worrell, Jordan Ellyson, Colton Miller, and Jim Oaks. Absent: Dan O'Neil.

**APPROVE AGENDA/CONSENT AGENDA**

- a) Approve minutes from the March 19, 2012 City Council Meeting.
- b) Approve claims.
- c) Approve Class C Liquor License with Living Quarters, Outdoor Service and Sundays Sales Permits for Fox Run Golf & Country Club.
- d) Approve street closure during the week of April 9<sup>th</sup> – 13<sup>th</sup>, 2012 for tree removal at Town Hall.
- e) Approve street closure for wastewater repairs at 5<sup>th</sup> & Main.

Motion by Miller, to approve the agenda, second by Ellyson. AYES: Miller, Ellyson, Worrell, Oaks. Absent: O'Neil. Motion carried.

Date 4-2-2012	City of West Branch	Claims Register Report
Blue Cross Blue Shield	Dental/Life/ Health Insurance	9,924.42
BP Amoco	Police/Fire/Sewer - Fuel	1,052.26
Deweys Jack & Jill	Water/Library/P&R - Supplies	70.39
EFTPS	Federal Withholdings	5,186.07
Iowa State University Ext.	Admin - P&Z Training Class	315.00
IPERS	IPERS	9,749.33
Mediacom	Admin - Service	40.90
Payroll Expenses	3/16/12 & 3/30/12	45,697.73
Pitney Bowes Financial Serv.	Admin - Postage Machine Lease	444.03
Pitney Bowes Purchase Power	Admin/Water/Sewer - Postage	1,000.00
Slager Appliance Inc	Fire - Steam Washer & Dryer	2,184.00
Sprint	Police - Service	179.97
UPS	Sewer - Shipping	48.88
		Grand Total: 75,892.98

===== Fund Totals =====	
001 General Fund	36,891.33
031 Library	7,151.59
110 Road Use Tax	281.50
111 Police Recovery Act Grant	31.92
112 Trust And Agency	12,000.93
600 Water Fund	9,553.65
610 Sewer Fund	9,982.06
Grand Total:	75,892.98

**COMMUNICATIONS/OPEN FORUM**

Council member Worrell asked that the gas feasibility study be brought back for discussion and a motion at the April 16, 2012 City Council meeting.

City Administrator Matt Muckler informed the Council that there will be a Joint Meeting of the City Council and the West Branch School Board on Monday April 23, 2012 at 6:30 p.m. in the Council Chambers to discuss joint sidewalk planning.

**PUBLIC, DEPARTMENT HEADS, COMMISSIONS, CITY ADMINISTRATOR AND CITY COUNCIL Third Reading of Ordinance 692, amending maintenance bond requirements in Title, "Zoning and Subdivision," Chapter 170 "Subdivision Regulations."/Move to action.**

Motion by Worrell, second by Miller to approve Third Reading of Ordinance 692. AYES: Worrell, Miller, Ellyson, Oaks. Absent: O'Neil. Motion carried.

ORDINANCE NO. 692

AN ORDINANCE AMENDING MAINTENANCE BOND REQUIREMENTS IN TITLE, "ZONING AND SUBDIVISION," CHAPTER 170 "SUBDIVISION REGULATIONS."

WHEREAS, the Planning and Zoning Commission has developed a proposed site plan ordinance for the City of West Branch over the last eighteen months with the intent to establish a procedure which will enable the City to review certain proposed improvements to property within specified zoning districts of the City to insure compliance with all applicable zoning, subdivision and building regulations; and

WHEREAS, the West Branch City Council is moving forward to adopt the proposed site plan ordinance with modifications to the section concerning Maintenance Bonds; and

WHEREAS, it is in the best interests of the residents of West Branch to have a consistent Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of West Branch, Cedar County, Iowa:

Section 1. Amendment. The Code of Ordinances is hereby amended by deleting Section 170.16.7 in its entirety and replaced with the following:

7. MAINTENANCE BONDS. Maintenance bonds shall be posted with the City by the subdivider at the subdivider's cost for improvements required under this chapter for the following time periods and improvements:

Streets and alleys	4 years
Storm sewer, drainage and detention	4 years
Concrete pavement	4 years
Asphalt overlays	4 years
Sidewalks	4 years
Curb and gutter	4 years
Water facilities	4 years
Sanitary sewer facilities	4 years
All other underground utilities	4 years

Section 2. Conflicts. All ordinances or parts of ordinances not specifically provided for and in conflict with the provisions of this ordinance are hereby repealed.

Section 3. Adjudication. If any section, provision, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. This ordinance shall be in full force and effect after its passage, approval and publication as required by law.

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Passed and approved this 2nd day of April, 2012.

First Reading: March 5, 2012  
Second Reading: March 19, 2012  
Third Reading: April 2, 2012

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Don Kessler, Mayor

ATTEST:

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Matt Muckler, City Administrator/Clerk

Second Reading of Ordinance 693, amending maintenance bond requirements in Title, “Zoning and Subdivision,” Chapter 173 “Site Plan Regulations of the City of West Branch, Iowa.”/Move to action.

Motion by Worrell, second by Ellyson to approve Second Reading of Ordinance 693. AYES: Worrell, Ellyson, Miller, Oaks. Absent: O’Neil. Motion carried.

Second Reading of Ordinance 694, amending accounting requirements in Title, “General Code Provisions,” Chapter 7 “Fiscal Management.”/Move to action.

Motion by Miller, second by Ellyson to approve Second Reading of Ordinance 694. AYES: Miller, Ellyson, Worrell, Oaks. Absent: O’Neil. Motion carried.

Discussion of bonding for lift station project and inflow and infiltration study repairs.

City Administrator Matt Muckler introduced Larry & Maggie Burger from Speer Financial. Maggie gave a presentation on financing and bonding for the lift station project. Debt service schedules for borrowing \$1,400,000 were provided with 12, 15 and 20 year costs. Fees and estimated costs of issuance could be included in the general obligation bond.

Resolution 982, approving service agreement with J & M Displays in the amount of \$25,000./Move to action.

Motion by Worrell, second by Ellyson to approve Resolution 982. AYES: Worrell, Ellyson, Miller, Oaks. Absent: O’Neil. Motion carried.

**CITY STAFF REPORTS**

City Administrator Matt Muckler - Gas Franchise Agreement Update

Muckler will put the gas feasibility study back on the agenda for discussion at the April 16<sup>th</sup> meeting per Council member Worrell’s request. Kessler and Muckler met with representatives from Alliant to discuss a new agreement. Alliant has offered a 25 year agreement that would allow the city windows to exit the agreement after ten and twenty years.

Public Works Director Matt Goodale - New City Park Update

The new City park has been graded out on the west side of the creek. Grass seed has been put down. Staff will start working on the parking lot on the west side this week.

City Administrator Matt Muckler - Comprehensive Plan Survey Update

Approximately 360 surveys have been received. An extension to turn in surveys will be given until April 8th. Staff is hoping to bring back preliminary results at the May 7<sup>th</sup> meeting.

**COMMENTS FROM MAYOR AND COUNCIL MEMBERS**

**ADJOURNMENT**

Motion to adjourn meeting by Worrell, second by Miller. City Council meeting adjourned at 7:56 p.m.

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Don Kessler, Mayor

ATTEST: \_\_\_\_\_

Dawn Brandt, Deputy City Clerk